



Bapatla Engineering College: Bapatla (Autonomous)

Academic Rules & Regulations for B. Tech Programme

(As Approved by The Academic Council & The Governing Body of the College)

(Amended in August 2014; Applicable to the students admitted into the First year B.Tech from the academic year 2014-2015 onwards).

1.0 EXTENT: All the rules and regulations, specified herein after, shall be read as a whole for the purpose of interpretation and when a doubt arises, the interpretation of the Chairman, Academic Council, Bapatla Engineering College (Autonomous) is final. As per the requirements of the Statutory Bodies, The Principal, Bapatla Engineering College (Autonomous), shall be the Chairman of the College Academic Council.

2.0 ADMISSIONS:

2.1 Admission into the First year of any Four Year B.Tech Programmes of study in Engineering: Admissions into the first year of B.Tech Programme of Bapatla Engineering College (Autonomous) (*Subsequently referred to as B.E.C*) will be as per the norms stipulated by Acharya Nagarjuna University and the Govt. of Andhra Pradesh from time to time.

2.2 Admission into the Second year of any Four year B.Tech Programmes of study in Engineering: Admissions into the second year of B.Tech Programme of B.E.C will be as per the norms stipulated by Acharya Nagarjuna University and the Govt. of Andhra Pradesh from time to time.

2.3 Admissions with advance standing: These may arise in the following cases:

- 1) When a student seeks transfer from other colleges to B.E.C and intends to pursue B.Tech at B.E.C in an eligible branch of study.
- 2) When students of B.E.C get transferred from one regulation to another regulation or from previous syllabus to revised syllabus.
- 3) When a student, after long discontinuity, rejoins the college to complete his/her Programme of study for the award of the degree.
- 4) When a student is not able to pursue his/her existing Programme of study but intends to get transferred to another Programme of study.

These admissions may be permitted by the Academic Council of B.E.C as per the norms stipulated by the statutory bodies and the Govt. of Andhra Pradesh from time to time. In all such cases for admission, when needed, permissions from the statutory bodies are to be obtained and the Programme of study at B.E.C will be governed by the transitory regulations stipulated in **5.3**.



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3.0 DURATION OF THE PROGRAMME AND MEDIUM OF INSTRUCTION: The duration of the B.Tech. Programme is for four academic years consisting of two semesters in each academic year. The medium of instruction and examinations is English.

SNo	Activity	Description
1.	Number of Semester in an Academic Year	Two
2.	Regular Semester duration in Weeks	19
3.	Academic Activities Schedule	
	Course Work	15 Weeks
	Examination Preparation	1 Week
	Examinations	2 Weeks
	Declaration of Results	1 Week
4.	Evaluation	Continuous Internal Evaluation (CIE) with a weightage of 40% and Semester End Examinations (SEE) with a weightage of 60% of the student's performance in course/laboratory work and other activities, if any.
5.	Other Items	The total number of working days in an academic year shall be >180; Academic schedules prescribed by the college shall be adhered to by all the concerned. Students failing in any course (s) shall register for the same again (re-register) and shall secure SEE afresh in each course(s). This shall continue until a pass grade is obtained in the said course(s).

4.0 MINIMUM No. INSTRUCTION DAYS:

Each semester shall consist of a minimum of 90 instruction days.

5.0 Programmes of study in B.Tech:

5.1 The Four year B.Tech Programme is offered in the following branches of study:

S.No.	Title of the UG Programme	Abbreviation
1.	Civil Engineering	CE
2.	Chemical Engineering	CH
3.	Computer Science & Engineering	CS
4.	Electrical & Electronics Engineering	EE
5.	Electrical & Communication Engineering	EC
6.	Electronics & Instrumentation Engineering	EI
7.	Information Technology	IT
8.	Mechanical Engineering	ME

5.2 Structure of the Programme:



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5.2.1 Each Programme of a Discipline or a branch of study shall consist of:

- 1) General courses in Basic Sciences, Basic Engineering Sciences, Social Sciences & Humanities.
- 2) Interdisciplinary courses in Engineering to impart the fundamentals of Engineering to the student.
- 3) Compulsory core courses to impart broad based knowledge needed in the branch of study concerned.
- 4) Elective courses from either discipline or interdisciplinary areas to be chosen by the student based on his/her interest and specialization preferred.
- 5) A Term paper and a Project approved by the Department to be submitted in the fourth year of study.

Every Programme of study shall be designed to have 45-50 theory courses and 20-25 laboratory courses and the distribution of types of courses from the above is indicated in the following table.

Humanities & Social Science, Basic Science and Engineering Science courses	30 -45%
Professional Core courses	35-45%
Professional Elective and Open Elective Courses	10-15%
Major Project / Seminar, etc	5-10%

Note: All components prescribed in the curriculum of any Programme of study shall be conducted and evaluated.

5.2.2 Contact hours: Depending on the complexity and volume of the course, the number of contact hours per week will be determined.

5.2.3 Credits: Credits are assigned to each course as per norms mentioned in the following table.

Subject	Credits
Theory Course (4 Periods/Week)	03
Theory Course with additional Tutorial Period	04
Laboratory Course (3 Periods/Week)	02
Term paper (2 Periods/Week)	01
Business communication & Presentation Skills Lab (2 Periods/Week)	01
Final year Project (12 Periods/Week)	10



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5.3 Transitory Regulations: For students admitted under advance standing (mentioned in 2.3) these transitory regulations will provide the *modus operandi*.

At the time of such admission, based on the Programme pursued (case by case)

- 1) Equivalent courses completed by the student are established by the BOS concerned.
- 2) Marks/Credits are transferred for all such equivalent courses and treated as successfully cleared in the Programme of study prescribed by B.E.C.
- 3) A Programme chart of residual courses not cleared will be derived and a Programme of study with duration specified will be prescribed for pursuit at B.E.C.
- 4) Marks obtained in the previous system if the case be, are converted to grades and CGPA is calculated accordingly.

All other modalities and regulations governing shall be the same as those applicable to the stream of students with whom such a candidate is included into.

5.4 Curriculum for each Programme of study:

- 1) The Four year curriculum of any B.Tech Programme of study in any branch of engineering is formulated based on the guidelines mentioned in 5.2 and will be recommended by the Board of Studies concerned and is approved by the Academic council of the college.
- 2) In the case of students admitted through lateral entry, the respective regular curriculum contents from the second year onwards are to be pursued by such students.
- 3) In the case of students admitted under advanced standing, the Programme curriculum will be prepared by the Board of Studies concerned and the same shall be approved by the Academic Council.
- 4) After approval from the Academic Council, Programme curriculum for the same shall be prepared and made available to all the students along with the academic regulations.

Table below shows a typical curriculum frame work for B.Tech Degree program.

S.No.	Subject Area	Average no. of credits
1.	Humanities & Social Sciences courses	14
2.	Basic Science Courses	35
3.	Engineering Science	32
4.	Professional Core courses	96
5.	Professional Elective Courses	16
6.	Major Project / Seminar, etc.	11
7.	Open Electives	3
	TOTAL	207

The students admitted through the **Lateral Entry scheme** have to complete **155** credits



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5.5 The Maximum duration permitted to pursue the programme and cancellation of admission:

5.5.1 The maximum duration permitted for any student to successfully complete any four year B.Tech. Programme of study shall be:

- 1) Eight academic years in sequence from the year of admission for a normal student admitted into the first year of any Programme,
- 2) Six academic years in sequence from the year of admission for a Lateral entry student admitted into the second year of any Programme, and
- 3) For students admitted with advanced standing, the maximum time for completion of Programme study shall be twice the period in terms of academic years in sequence, stipulated in the Programme curriculum defined at the time of admission.

5.5.2 In case, any student fails to meet the applicable conditions for the eligibility of degree in the maximum stipulated period as mentioned in **5.5.1**, his/her admission stands cancelled.

6.0 EXAMINATION SYSTEM & EVALUATION:

6.1 The performance of the students in each semester shall be assessed course wise. All assessments will be done on absolute mark basis. However, for the purpose of reporting the performance of a candidate, letter grades and grade points will be awarded as per section **11.0**. The performance of a student in each course is assessed with Alternate Assessment Tests, term examinations on a continuous basis during the semester called Continuous Internal Evaluation (CIE) and a Semester End Examination (SEE) conducted at the end of the semester. For each theory, design and/or drawing course, there shall be a comprehensive Semester End Examination (SEE) of three hours duration at the end of each Semester, except where stated otherwise in the detailed Scheme of Instruction.

6.2 The distribution of marks between Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) to be conducted at the end of the semester will be as follows:

Nature of the Course	CIE	SEE
Theory subjects	40	60
Drawing	40	60
Practical	40	60
Business communication & presentation Skills Lab	20	30
Term Paper	20	30
Project work	50	100

6.3 Continuous Internal Evaluation (CIE) in Theory and Drawing subjects:

1. In each Semester there shall be two Term examinations and two tests from any of the **Alternate Assessment Tools (AAT)** like Home Assignment, Class Test, Problem Solving, Group Discussion, Quiz, Seminar and Field Study in every



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theory course. The Alternate Assessment Tool with detailed modality of evaluation for each course shall be finalized by the teacher concerned before beginning of the course with the permission of HOD concerned and the PRINCIPAL.

The Term Examination is conducted in the regular mode according to a schedule which will be common for a particular year of study. The maximum weightage for Term Examinations, AAT and the calculation of marks for CIE in a theory course is given in the following table.

Weightage for different heads to calculate CIE for 40 marks in a Theory course			
Particulars	Term Exams (Max. 25 marks)	AAT (Max. 10 marks)	Attendance (Max.5 marks)
Better Performed exam	75% of marks obtained	50% of marks obtained	5
Other exam	25% of marks obtained	50% of marks obtained	

- For drawing courses, there shall be only two Term examinations in a semester with no Alternate Assessment Tool. In case of such courses a maximum of 10 marks shall be given for day-to-day class work and a maximum of 25 marks shall be awarded to the Term examinations taking into account the performance of both the Term examinations giving weightage as prescribed above.
- A maximum weightage of 5 marks will be given in the CIE for attendance in all theory and drawing courses as indicated in **7.1.1**.

6.4 Semester End Examination (SEE) in Theory and Drawing subjects:

- For each theory, design and/or drawing course, there shall be a comprehensive Semester End Examination (SEE) of three hours duration at the end of each Semester for 100 marks and reduced to 60 marks for the combined performance in CIE & SEE purpose, except where stated otherwise in the detailed Scheme of Instruction. Question paper setting shall be entrusted to external examiners from the panels approved by the respective Boards of Studies.
- A minimum of 40 marks are to be secured exclusively in the Semester End Examination (SEE) of theory/drawing course which shall be reduced to 24 marks (40%) and a minimum total of 40 marks in SEE and CIE put together in a theory / drawing course is to be secured in order to be declared as passed in that course and for the award of the grade in the course.

6.5 Continuous Internal Evaluation (CIE) in laboratory courses:

- The evaluation for Laboratory course is based on SEE and CIE. The CIE for 40 marks comprises of 20 marks for day to day laboratory work, 5 marks for record submission and 15 marks for a laboratory examination at the end of the semester.



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- 2) In any semester, a minimum of 90 percent of prescribed number of experiments / exercises specified in the syllabi for laboratory course shall be taken up by the students. They shall complete these experiments / exercises in all respects and get the record certified by the internal lab teacher concerned and the Head of the Department concerned to be eligible to appear for the Final Examination in that laboratory course.

6.6 Semester End Examination (SEE) in laboratory courses:

- 1) For each laboratory course, the Semester End Examination (SEE) shall be conducted by one internal and one external examiner appointed by the Principal and the duration of the exam shall be for three hours. The SEE is for 100 marks which include 15 marks for write up, 40 marks for lab experiment/exercise, 10 marks for record, 15 marks for result analysis and 20 marks for Viva-voce. The student performance in SEE shall be reduced to 60 marks.
- 2) A minimum of 50 marks shall be obtained in SEE which shall be reduced to 30 marks (50%) and a minimum total of 40 marks in SEE and CIE put together in a laboratory course are to be secured in order to be declared as passed in the laboratory course and for the award of the grade in that laboratory course.

6.7. Evaluation of term paper and Business communication & Presentation Skills Lab:

- 1) A term paper is to be submitted by each student in the 7th semester which would be a precursor to the project work to be done in the 8th semester, and Business Communication & Presentation Skills Lab is to be taken up in the 7th semester. The evaluation is based on CIE for 20 marks, which includes a minimum of two seminars/presentations for 10 marks and the report submitted at the end of the semester which is evaluated for 10 marks.
- 2) The Semester End Examination (SEE) shall be conducted for 100 marks by one internal and one external examiner appointed by the Principal. The same shall be reduced to 30 marks. The SEE contains Viva-voce and the demonstration of the model developed or work performed as a part of the term paper.
- 3) A minimum of 25 marks shall be obtained in SEE which is reduced to 15 (50 %) and a minimum total of 20 marks in SEE and CIE put together in the term paper are to be secured in order to be declared as passed in the term paper and for the award of the grade in the term paper.

6.8 Evaluation of Project:

- 1) In case of the Project work, the evaluation shall be based on CIE and SEE. The CIE for 50 marks consists of a minimum of two Seminars/ presentations for 25 marks and the Project Report submitted at the end of the semester which is evaluated for 25 marks.
- 2) SEE shall be in the form of a Viva- voce and the demonstration of the thesis work for 100 marks. Viva-voce Examination in Project Work shall be conducted by one internal examiner and one external examiner to be appointed by the Principal. A



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minimum of 50 marks shall be obtained in SEE exclusively and a minimum total of 60 marks in SEE and CIE put together are to be secured in order to be declared as passed in the Project and for the award of the grade.

- 6.9** A student who could not secure a minimum of 50% aggregate marks in CIE of a semester is not eligible to appear for the Semester End Examinations conducted at the end of the semester and shall have to repeat that semester.

NOTE : A student who is absent for any Test / Exam / Seminar / Presentation as a part of Continuous Internal Evaluation (CIE), for any reason whatsoever, shall be deemed to have scored zero marks in the respective component and no provision for make-up shall be provided.

- 6.10 Make-up Test:** A student can appear for a Make-up Test in a single theory subject of a semester to improve marks in the Continuous Internal Evaluation (CIE/Internal marks) subject to the following:

If the student becomes eligible to appear for the Semester End Examination (SEE) of a semester and is unable to secure 40% internal marks in a particular theory subject due to genuine reasons, he/she may be given an opportunity to appear for makeup test in any one subject of that semester. The makeup test will be conducted for 40 marks and the marks obtained in this test are final. However, the maximum mark awarded will be 16 only irrespective of the marks obtained in the makeup test. Such students have to apply by paying a fee prescribed by the institution and submit the application along with a letter of request indicating the genuineness of his/her candidature to be eligible for the makeup test. Applications should be recommended by the HOD concerned and approved by the principal.

- 6.11 Course Repetition:** The students secured less than 40% in the Continuous Internal Evaluation (CIE) and Semester End Examinations (SEE) may register for the course repetition. The students have to apply to the Principal through the respective HOD by paying prescribed fees. A student can take up a maximum of two courses in a semester immediately after the semester end examinations of that particular semester.

The HODs concerned have to allot a teacher related to that course to conduct class work. The minimum number of periods to be conducted should not be less than 50% of the total prescribed periods for that course. The classes will be conducted in the vacation period or in the weekends or in the afternoons as decided by the HOD concerned. Teacher has to evaluate the student for his performance in CIE as per the autonomous norms and students should appear for a semester end examination. The pass criteria in both CIE & SEE should be as per autonomous norms.

7.0 ATTENDANCE REGULATIONS:

- 7.1** Regular course of study means a minimum average attendance of 75% in all the courses of study prescribed for a semester in the curriculum, computed by considering total number of hours / periods conducted in all courses as the



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denominator and the total number of hours / periods actually attended by the student in all courses, as the numerator.

7.1.1 A maximum of 5 marks weightage in CIE in each theory/drawing course shall be given for those students who put in a minimum of 65% attendance in the respective theory/drawing course in a graded manner as indicated below:

Attendance of 65% and above but less than 75%	4 mark
Attendance of 75% and above but less than 80%	6 mark
Attendance of 80% and above but less than 90%	8 marks
Attendance of 90% and above	10 marks

The above marks are scaled and reduced to maximum of 5 marks for the purpose of calculating attendance weightage.

7.2 Condonation of shortage in attendance may be recommended on genuine medical grounds, up to a maximum of 10%, provided the student puts in at least 65% attendance as calculated in 7.1 above and provided the principal is satisfied with the genuineness of the reasons.

7.3 A student, who could not satisfy the minimum attendance requirements, as given above, in any semester, is not eligible to appear for the Semester End examinations and shall have to repeat that semester.

8.0 DETENTION: A student is said to have been detained and not allowed to appear for Semester End Examination (SEE) at the end of the semester when

8.1 The student does not have a minimum average 75% attendance or 65% attendance with condonation in all subjects put together in that semester or the student has not scored a minimum of 50% of marks in CIE in all the courses of that semester put together.

Such a student shall have to repeat the same semester subsequently and satisfy the above requirements afresh to become eligible to appear for the Semester End Examination (SEE), conducted at the end of the semester.

9.0 CONDITIONS FOR PROMOTION:

9.1 A student not detained in the first semester of a year of study shall be promoted to second semester of that year of study.

9.2 A student shall be eligible for promotion to II year of B.Tech. Programme, if he/she is not detained in the second semester of first year B.Tech. Programme irrespective of the number of backlog courses in I year B.Tech.

9.3 A student shall be eligible for promotion to III year of B.Tech. Programme, if he/she is not detained in the second semester of II year B.Tech. Programme and has passed all but **three** courses of I year B.Tech. (Including laboratory courses).

9.4 A student shall be eligible for promotion to IV year of B.Tech. Programme, if he/she is not detained in the second semester of III year B.Tech. Programme and has passed all but **three** courses of II B.Tech. (Including laboratory course) and all but **one** course of I B.Tech. (Including laboratory courses).



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10.0 Registration: Every eligible student (not detained and promoted) has to register himself/herself at the beginning of every semester indicating all the Courses taken up for pursuit by him/her during that Semester.

10.1 When a student is debarred for one or more semesters, his/her registration in the present semester is cancelled and the student is debarred from registering in future during the debarred period.

10.2 In any case, while re-registering in any semester, he or she will have to pay the requisite fee once again.

11.0 GRADING SYSTEM

11.1 Based on the student performance during a given semester, a final letter grade will be awarded at the end of the semester for each course. The letter grades and the corresponding grade points are as given in the Table.

Table: Grades & Grade Points

Grade	Grade Points	% of Marks
O	10	90% and above
A+	9	80% – 89%
A	8	70% – 79%
B+	7	60% – 69%
B	6	50% – 59%
C	5	40% – 49%
F	Failed, 0	Less than 40%

11.2 A student who earns a minimum of 5 grade points (C grade) in a course is declared to have successfully completed the course, and is deemed to have earned the credits assigned to that course. **However it should be noted that a pass in any course/term paper/Project shall be governed by the rules mentioned in 6.0.**

12.0 GRADE POINT AVERAGE

12.1 The Grade Point Average (GPA) will be calculated according to the formula:

$$GPA = \frac{\sum C_i G_i}{\sum C_i}$$

Where C_i = number of credits for the course i ,

G_i = grade points obtained by the student in the course.

12.2 Semester Grade Point Average (SGPA) is awarded to candidates considering all the courses of the semester. Zero grade points are also included in this computation.



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12.3 To arrive at Cumulative Grade Point Average (CGPA), the formula is used considering the student's performance in all the courses taken in all the semesters completed up to the particular point of time.

12.4 Example

Semester	Course Code.	Credits	Grade	Grade Point	Credit Points	SGPA	CGPA
I	14MA101	4	C	5	20	7.73 (201/26)	7.73 (201/26)
I	14PH102	3	B	6	18		
I	14CH103	3	A	8	24		
I	14EL104	3	O	10	30		
I	14ES105	3	A+	9	27		
I	14EG106	4	B+	7	28		
I	14CHL101	2	O	10	20		
I	14ELL102	2	A	8	16		
I	14WSL103	2	A+	9	18		
Total		26			201		
II	14MA201	4	A	8	32	7.96 (207/26)	7.84 (408/52)
II	14PH202	3	B	6	18		
II	14CH203	3	A+	9	27		
II	14EE204	3	C	5	15		
II	14EM205	4	O	10	40		
II	14CP206	3	B+	7	21		
II	14PHL201	2	A+	9	18		
II	14HWL202	2	A	8	16		
II	14CPL203	2	O	10	20		
Total		26			207		

13.0 ELIGIBILITY FOR AWARD OF B.TECH. DEGREE: A student shall be eligible for award of the B.Tech degree if he/she fulfils all the following conditions:

- 1) Registered and successfully completed all the components prescribed in the Programme of study to which he/she is admitted,
- 2) Obtained CGPA greater than or equal to 5.0 (Minimum requirements for Pass),
- 3) Has no dues to the Institute, hostels, Libraries, NCC/NSS etc., and
- 4) No disciplinary action is pending against him/her.

14.0 AWARD OF CLASS: A candidate who becomes eligible for the award of B.Tech. Degree shall be placed in one of the following Classes based on CGPA.

Table: CGPA required for award of Degree

Distinction	≥ 8.0*
First Class	≥ 7.0
Second Class	≥ 6.0
Pass	≥ 5.0

* In addition to the required CGPA of 8.0, the student must have necessarily passed all the courses of every semester **in the minimum stipulated period for the Programme.**



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- 14.1** Grade Sheet: A grade sheet (Memorandum) will be issued to each student indicating his performance in all courses taken in that semester and also indicating the Grades and SGPA.
- 14.2** **Transcripts:** After successful completion of the total Programme of study, a Transcript containing performance of all academic years will be issued as a final record. Duplicate transcripts will also be issued if required after the payment of requisite fee. Partial transcript will also be issued up to any point of study to any student on request and by paying the stipulated fee in force.
- 14.3** Candidates shall be permitted to apply for recounting/revaluation of SEE scripts within the stipulated period with payment of prescribed fee.
- 14.4** The Governing Body of B.E.C (Autonomous) has to approve and recommend the same to Acharya Nagarjuna University for the award of a degree to any student.
- 15.0 IMPROVEMENT OF CLASS:**
- 15.1** A candidate, after becoming eligible for the award of the Degree, may reappear for the Final Examination in any of the theory courses as and when conducted, for the purpose of improving the aggregate and the class. But this reappearance shall be within a period of two academic years after becoming eligible for the award of the Degree.
However, this facility shall not be availed of by a candidate who has taken the Original Degree Certificate. Candidates shall not be permitted to reappear either for CIE in any course or for Semester End Examination (SEE) in laboratory courses (including Project Viva-voce) for the purpose of improvement.
- 16.0 SUPPLEMENTARY EXAMINATIONS:** In addition to the Regular Final Examinations held at the end of each semester, Supplementary Final Examinations will be conducted during the academic year. Candidates taking the Regular / Supplementary examinations as Supplementary candidates may have to take more than one Final Examination per day. A student can appear for any number of supplementary examinations till he/she clears all courses which he/she could not clear in the first attempt. However the maximum stipulated period shall not be relaxed under any circumstances.
- 17.0 INSTANT SUPPLEMENTARY EXAMINATIONS:** Candidates who fail in one theory course of 4th year 2nd semester can appear for Instant Supplementary Examination conducted after declaration of the revaluation results of the said exam.
- 18.0 MALPRACTICES:**
- The Principal shall refer the cases of malpractices in Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) to an Enquiry Committee constituted by him / her. The Committee will submit a report on the malpractice allegedly committed by the student to the Principal. The Principal along with the members of the Committee is authorized to award a suitable punishment, if the student is found guilty.



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19.0 ADDITIONAL ACADEMIC REGULATIONS:

- 19.1** Any attempt to impress upon the teachers, examiners, faculty and staff of Examinations, bribing for either marks or attendance will be treated as malpractice.
- 19.2** When a student is absent for final examination, he/she is treated as to have appeared and obtained zero marks in that component and Grade is awarded accordingly.
- 19.3** When a component of Continuous Internal Evaluation (CIE) or Semester End Examination (SEE) is cancelled as a penalty, he/she is awarded zero marks in that component.

20.0 AMENDMENTS TO REGULATIONS:

The Academic Council of Bapatla Engineering College (Autonomous) reserves the right to revise, amend, change or nullify the Regulations, Schemes of Examinations, and/ or Syllabi or any other matter pertained that meets to the needs of the students, society and industry without any notice and the decision is final.